

	<p style="text-align: center;"><b>Department of Corrections and Rehabilitation</b></p> <p style="text-align: center;"><b>NOTICE OF CHANGE</b></p> <p style="text-align: center;"><b>TO DEPARTMENT OPERATIONS MANUAL</b></p> <ul style="list-style-type: none"> <li>• <b>Chapter 1, Article 1, Organization, Section 11010.9.1.8, Office of Appeals;</b></li> <li>• <b>Chapter 5, Article 52, Request for Interview, Item or Service;</b></li> <li>• <b>Chapter 5, Article 53, Inmate/Parolee Appeals;</b></li> <li>• <b>Retirement of Administrative Bulletin #05/03, Processing of Adult Inmate/Parolee Appeals, CDC Form 602, Which Allege Staff Misconduct</b></li> </ul>	<p><b>Transmittal Letter</b> <b>Number:</b> <b>11-08</b></p>
		<p><b>Revision Date:</b></p> <p style="text-align: center;"><b>July 29, 2011</b></p>

The purpose of this document is to provide Department Operations Manual (DOM) holders with information regarding changes to the below listed DOM Section, Articles, and Administrative Bulletin, which are the result of a complete revision to California Code of Regulations (CCR), Title 15, Division 3, Chapter 1, Article 8, Appeals; and the adoption of a new Article 8.5, Written Request Process.

- **Chapter 1, Article 1, Organization, Section 11010.9.1.8, Office of Appeals.** This Section is amended to include the recent name change of the Inmate Appeals Branch to the Office of Appeals (OOA), and to add new language concerning the criteria by which the Chief, OOA, may act for the Secretary in matters regarding inmate/parolee appeal issues.
- **Chapter 5, Article 52, Request for Interview, Item or Service.** This Article, adopted as new, replaces previous Chapter 5, Article 52, Inmate Clothing and Laundry Exchange Services, which was recently relocated to Chapter 5, Article 49 for better placement (see Notice of Change to DOM #11-02). This policy is the result of the adoption of CCR, Title 15, Division 3, Chapter 1, Article 8.5, Written Request Process.
- **Chapter 5, Article 53, Inmate/Parolee Appeals.** Article 53 has been revised to reflect the changes to CCR, Title 15, Division 3, Chapter 1, Article 8, Appeals.
- **Retirement of Administrative Bulletin (AB) #05-03, Processing of Adult Inmate/Parolee Appeals, CDC Form 602, Which Allege Staff Misconduct.** As a result of the revision to DOM Chapter 5, Article 53, Inmate/Parolee Appeals, which includes a revised series of CDCR 602 forms and amended language concerning the processing of inmate/parolee appeals alleging staff misconduct, AB #05-03 is no longer current and is hereby retired.

Please inform all persons concerned of the contents of this notice, which shall be utilized until it is incorporated into the next edition of the DOM. Please direct any inquiries to Timothy M. Lockwood, Chief, Regulation and Policy Management Branch, at (916) 445-2269.

*Original signed by:*

TERRI MCDONALD  
Director (A)  
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Attachments